



HEADQUARTERS
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1 November 2011

MEMORANDUM TO: ALL CTWG SQUADRON COMMANDERS
ALL CTWG STAFF

FROM: CTWG/CC

SUBJECT: CAPF 2a Delegation of Authority

IAW CAPR 39-3, Para 18b, (Section IV. on Form 2a) authority to award, some of the activity and service ribbons will continue to be authorized by the squadron commander. The squadron commander must make sure that all requirements for this award or ribbon listed in 39-3 are completed, documented and placed in the permanent personnel files.

Exception to the above are those ribbons and awards that must have the paperwork and documentation sent to Wing for approval. They are

Find ribbon
Air Search and Rescue Ribbon
Disaster Relief Ribbon
Cadet Orientation Pilot Ribbon
Counterdrug Ribbon
A. Scott Crossfield Award

All documentation required under CAPR 39-3 for each submission must be attached justifying this ribbon or award when it is submitted. Awards and ribbons will not be worn until the paperwork is approved.

//signed//

CASSANDRA B. HUCHKO, Colonel, CAP
Commander

Dist:
NER/CC
CTWG/CV
CTWG/CS
CTWG/DA

Certified 1 November 2011, Col. Cassandra Huchko, CC